

**NATIONAL INSTITUTE OF WIND ENERGY
CHENNAI – 600 100**

TENDER DOCUMENT

Sub : Tender for engaging service provider firm for providing Manpower for House Keeping, Civil, Electrical, Control Room and Vehicle maintenance and other administrative works at WTRS, Kayathar.

1. National Institute of Wind Energy (NIWE) is an Autonomous R&D Institution under the administrative control of the Ministry of New & Renewable Energy, Govt. of India established for development of Wind Energy in India having its administrative office at survey No.657/1A2, Pallikaranai, Velachery-Tambaram Main Road, Chennai – 600 100. NIWE has a Wind Turbine Research Station (WTRS) located at TNEB Demonstration Wind Farm, Kayathar, Thevarkulam Road, Ayyanaruthu Village, Koilpatti Taluk, Thoothukudi District.

2. NIWE invites sealed competitive tenders (Dual Bid) for providing Specialized, Skilled and Unskilled Manpower at WTRS, Kayathar. The tenders shall be submitted in accordance with condition **No.9 & 21** in a sealed cover with the name of the contract written on the envelope. The tenderers should be of reputed and experienced contractors who have undertaken work of similar nature and magnitude in Government organizations/Large Scale industries/ MNCs / Other reputed organizations as specified in Sl.No.2 of Annexure B “Prequalification / eligibility criteria”.

3. Before tendering, the tenderers may visit the premises of WTRS at TNEB Demonstration Wind Farm, Kayathar, Thevarkulam Road, Ayyanaruthu Village, Koilpatti Taluk, Thoothukudi District to fully acquaint themselves with the requirements on all working days (Monday to Friday) between 10.00 a.m. and 4.00 p.m. Clarifications if any may be obtained from the Unit Chief & Scientist-in-charge of WTRS, Kayathar (Shri. A. Mohammed Hussain whose contact No. is 04632 261751 / 9445798009).

4. SCOPE OF WORK

The scope of work generally consists of providing manpower to general maintenance and upkeep of Office-cum-Workshop Building, Control Rooms, Test Beds, Maintenance of 11-33kV transmission lines, transformer yards, Wind Turbine Generators operation and maintenance including change of spares, sensors, gear box maintenance including oil replacement, transformer maintenance, masonry, water supply fittings, electrical lines and fixtures, pumps, electrical motor, air conditioners, drainage / septic tanks, electrical switch boards, plinth protection, dry and wet sweeping, removal of cob-webs, mopping of floors, dusting of furniture, fixtures, lab equipments, computer peripherals, daily cleaning, proper stacking of materials, development of garden, watering plants, round the clock campus surveillance, cleaning and removing of grass, weeds and wastes from the transformer yards, watering the earth pits and developing the horti and agri plantations in the campus. Manpower for Driving, daily maintenance & upkeep and cleaning of vehicles by a competent person holding a valid licence and having good knowledge of automobiles.

However, in case of additional requirement the tenderer shall supply additional services at the quoted rates on prior notice.

A. OFFICE/AUTOMOBILE MAINTENANCE AND SUPERVISION:

- I. Persons holding valid Driving License and having experience in driving and maintenance of vehicles including heavy vehicles / LMV
- II. Persons holding qualification and experience in the area of secretarial services including computer operations and telephone related jobs.
- III. Persons possessing experience in multi-task assistance.
- IV. Persons possessing sufficient experience in supervising such activities.
- V. Any other work identified as skilled by NIWE from time to time.

B. Civil/Electrical Maintenance

- 1) Persons possessing ITI or equivalent in relevant fields with experience in the area of Civil, Electrical, Plumbing, Lab Maintenance
- 2) Persons possessing experience in attending Operation and maintenance of Wind electric generators.
- 3) Any other work identified as skilled by NIWE from time to time.

C. SPECIALIZED SKILLED MANPOWER (Scientific Lab Maintenance)

Persons possessing Engineering degree / Diploma in relevant fields. The scientific lab maintenance includes Operation and maintenance of wind turbine generators, lab maintenance (test beds & control rooms), calibration of scientific equipments, supervision of scientific & technical activities, etc. The requirement of specialized skilled manpower will be intimated to the contractor as and when required and the remuneration will be fixed by NIWE commensurate with qualification and experience.

D. House Keeping/Gardening (Unskilled manpower)

- 1) Persons who are capable of Garden Maintenance including digging, excavation, tilling, ploughing & leveling soil to prepare beds, canals, burrows or patches for sowing seeds or planting saplings, weeding, manuring, watering, pest management and taking good care of the garden as a whole as directed by the officer / supervisor in-charge
- 2) Persons who are capable of house-keeping including cleaning and dusting of entire premises and surrounding areas, cleaning and washing of toilets, mopping of floors, etc. Cleaning of test beds and surrounding areas.
- 3) Any other work identified by NIWE from time to time.

All the materials required for housekeeping are within the scope of contract and it should be stocked by the contractor for use.

E. CAMPUS SURVEILLANCE (without arms)

The Wind Turbine Research Station consists of Office cum Workshop Building, Control Rooms, Test Beds, Wind Turbine Generator installations, 11 KV Yards and surrounding area. These facilities require round the clock surveillance by monitoring entry, movement & exit of Men, Material & Vehicles. The personnel to be deployed by the tenderer should possess good physique. They should not be beyond 40 years of age who are physically fit and mentally alert. The contractor shall execute the work round the clock on all the days of the week by deploying personnel in 3 shifts of 8 hours each.

5. Earnest Money Deposit (EMD)

The tenderer shall furnish an Earnest Money Deposit of Rs.50,000/- in the form of Demand Draft/Pay Order drawn in favour of National Institute of Wind Energy, Chennai on any nationalized/scheduled bank payable at Chennai. EMD will be refunded within 15 days for those tenderers who have been declared "unqualified" by a duly constituted Tender Evaluation Committee. The EMD of the successful tenderer will be retained as part of Security Deposit. EMD given by qualified but unsuccessful tenderers will be refunded only after 15 days from the date of executing the contract by the successful tenderer. EMD will not carry any interest or whatsoever. EMD of the successful tenderer will be forfeited if he fails to commence the work as per letter of award.

6. Security Deposit

The contractor shall be required to deposit an amount equal to 5% of Annual value of the contract as Security Deposit. The amount should be remitted in the form of Demand Draft drawn in favour of National Institute of Wind Energy, Chennai. The security deposit can also be furnished in the form of Bank Guarantee valid upto 3 months beyond the period of contract obtained from the nationalized/scheduled bank. The security deposit will not carry any interest or whatsoever.

7. Form, Content & Validity

Each tenderer must submit tenders in Dual Bid system as per the format enclosed. **Tenders by FAX or E-mail cannot be acceptable.** The tender shall remain valid for a period not less than 90 days after the deadline fixed for submission of tenders.

8. Period of Contract

The period of contract is one year from the date of acceptance. However, the contract may be extended for a further period of 2 years, on year to year basis, on the same terms and conditions based on annual performance review. The contract may however be terminated at any time during the contract period with two months notice by either party.

9 Dual Bid System:

The tenders shall be submitted as follows:

- a) **Cover 1 (Technical Bid)** : Should contain the covering letter, Notice Inviting Tender (NIT) signed on all pages, Vendor Information Form (Annexure A), pre-qualification criteria (Annexure B), EMD, list of Housekeeping material duly signed (Annexure C) and Checklist (Annexure D). This cover should be sealed and superscribed as **“Technical Bid”**.
- b) **Cover 2 (Price Bid)** : Should contain only Price Bid (Annexure E)-This cover should be sealed and superscribed as **“Price Bid”**
- c) **Cover 3** : Covers 1 & 2 should be kept in this main cover and this cover should also be sealed, superscribed as **“Tender for providing Manpower at WTRS, Kayathar”**

The contractor shall quote their service charges and other details in Annexure E. Since the wages have already been fixed by NIWE there is no scope for any alteration/modification of wage structure by the Contractor. However, in case of any additional / specific requirement not originally covered in the scope of work, the tenderer shall provide those services as and when need arises at the rates to be notified. The rates for supply of house - keeping materials shall be quoted according to the requirement specified in Annexure 'C'.

10. Officer in Charge (OIC):

The Unit Head, WTRS Kayathar will be the Officer in Charge (OIC) of NIWE to oversee the entire operation of the Annual Maintenance Contract. The contractor shall execute the whole and every part of the work in accordance with the direction and supervision of the OIC and in conformity with the terms of the contract.

11. Payment Terms:

a) Monthly Service Charge

The monthly payment for services shall be claimed from 26th of each month to 25th of next month and the bill shall be submitted to NIWE on or before the last working day of each month, so as to make payment by 7th of the following month. The contractor shall disburse wages to all services concerned on the last working day of the month without fail as per Para 11 (d) infra.

NIWE shall deduct at prorata for each day of employee's absence. The contractor shall submit to the Officer In-charge, one consolidated bill in duplicate with all supporting documents viz. summary statements, attendance etc., duly signed. Further, if the contractor's staff is not doing a specified job to the satisfaction of the officer in charge, NIWE shall invoke liquidated damages as stated in clause 18.

NIWE shall make payment to the contractor within 7 days (Seven days) of receipt of the original bill complete in all respects from the contractor with the following documents:

- (i) Copy of acquittance slip for the previous month duly signed by all services deployed;
- (ii) Copy of attendance for the current month;
- (iii) Service-wise summary statement
- (iv) List of housekeeping materials supplied duly signed by the Supervisor and OIC.
- (v) EPF/ESI/Service Tax remittance challans for the previous month
- (vi) Monthly summary regarding any untoward incident such as theft, pilferage, loss or damage etc and suitable action taken by the contractor or a nil report is to be submitted.
- (vii) The wage bill for June should be submitted along-with copy of Annual Statement of EPF issued by Employees' Provident Fund Organisation in respect of all services deployed during that year.

b) Reimbursement of EPF/ESI/Service Tax

The employer's portion of EPF/ESI/Service Tax should be paid by the contractor initially. The same will be reimbursed at actual on submission of proof of payment (challan along with certificate indicating the proportionate EPF/ESI/Service Tax remittance with the name of persons deployed in NIWE wherever necessary).

c) Reimbursement of Bonus

The contractor shall pay the bonus to his eligible employees in accordance with the provisions of payment of Bonus Act which will be reimbursed by NIWE as per entitlement upon submission of proof of disbursement of bonus.

d) Disbursement

All disbursements shall be made only through direct bank credit by opening of 'ZERO' bank balance account and issue of ATM cards free of charge by the contractor. The Contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation will be borne by the contractor.

12. Dismissal of Workmen

The contractor shall on the request of the NIWE immediately dismiss any service deployed by him who may, in the opinion of the NIWE be incompetent or misconduct himself, and such persons shall not be again deployed in NIWE. Any claim by such workmen shall be fully discharged by the contractor.

13. Site Visit

The contractor must depute an Executive to visit WTRS, Kayathar periodically as per the instructions of OIC to see that all the maintenance jobs are being executed smoothly and also to get the necessary feedback from the OIC.

14. Holiday

All services except campus surveillance shall be deployed on all working days (Monday to Saturday) from 8.00 a.m / 9.00 a.m. as the case may be to 5.30 p.m. Sundays and closed holidays observed by NIWE will be holidays for the services deployed by contractor also. The Contractor shall provide necessary services on closed / public holidays also whenever there is any exigency arises which will be compensated suitably. In the case of campus surveillance, services shall be deployed round the clock without interruption on all the days. In case of unscheduled absenteeism, NIWE would be deducting at pro-rata basis (per day per employee's absence) on quoted rate, based on no work no pay principle.

15. Penalty

In case of contractor fails to depute suitable service for maintenance work on any day a penalty @ Rs.500/- per day will be levied in addition to the expenditure incurred by NIWE for getting the said work done through some alternate arrangement. Further, if the contractor's staff is not doing a specified job to the satisfaction of the OIC, NIWE would be making suitable lumpsum deduction from the monthly bills of the contractor towards deficiency in services.

16. Termination of contract

- a. The contract can be terminated with two months notice on either side.
- b. In case the contractor fails to respond to the instructions given by OIC even after 48 hours, a lumpsum amount would be deducted from his monthly payments. Further, if the inaction on the part of the contractor persists for a longer time and if the essential maintenance work gets affected, the contract is liable to be terminated by NIWE forthwith.
- c. In case of violation of any of the terms and conditions under this contract by the contractor, NIWE shall terminate the contract forthwith and the security deposit shall be forfeited to the extent of loss, damage with penalty etc. In case the loss, damage, etc, suffered by NIWE is over and above the quantum of amount of security deposit, NIWE shall have the right to recover the balance amount by lawful means.
- d. In case of any default noticed in remittance of statutory dues like EPF/ESI/Service Tax by the contractor or non-compliance of provisions under the Labour Act, the contract is liable to be terminated by NIWE. Any expenditure incurred by NIWE due to default of the contractor will be adjusted out of the security deposit and NIWE shall have the right to recover balance amount by lawful means.

- e. In case of any loss suffered by NIWE due to gross negligence and dereliction of duty by the services deployed by the contractor, the contractor shall take action forthwith and make good of the loss suffered by NIWE. Besides the contractor shall terminate such services and take remedial measures to avoid such occurrences. A report on the action taken by the contractor shall be submitted to OIC within a week's time. Failure to adhere to the above, the contract shall be summarily terminated and loss will be recovered as per para 16 'c' supra.

17. Force Majeure

Neither the NIWE nor the contractor shall be considered in default in performance if such performance is prevented or delayed because of war, hostilities, revolution, civil commotion, strike, epidemic, accident, fire, wind, flood, earthquake or because of any Government action or of any act of God or of any other cause whether of similar or dissimilar nature beyond the reasonable control of the party affected. Should one or both the parties be prevented from fulfilling their contractual obligations by a State of Force Majeure lasting continuously for a period of six months, the two parties shall consult with each other regarding the future implementation of the agreement.

18. Liquidated Damages

If the contractor could not provide the services as per the terms of contract liquidated damages @ 0.5% of annual value of contract will be deducted for a day of deficiency in performance in achieving the desired efficiency level for the entire scope of this tender subject to a maximum of 5% of annual value of contract intoto. This will be in addition to penalties envisaged for failure to comply with the contract terms as stipulated in paras 15 and 16.

19. Other Conditions

- (a) The contractor shall let in any manpower in WTRS only after acceptance by OIC.
- (b) The contractor shall issue an appointment order to the manpower deployed.
- (c) The character and antecedents of all the workers may got verified from the police by the Contractor before deployment for work.
- (d) The Contractor shall communicate to the DDG(F&A), NIWE the name, residential address, age, etc. of each of the persons deployed by him.
- (e) For the purpose of proper identification of the personnel of the contractor, Contractor shall issue identity cards and the said personnel shall be duty-bound to display them while on duty.
- (f) The personnel of the contractor shall be subject to the security checks and restrictions imposed at WTRS, Kayathar.
- (g) The contractor should under no circumstances engage any child or any person below the age of 18 for the performance of the work.

- (h) The successful tenderer will be required to enter into an agreement with the NIWE as per the prescribed format and execute a notarized indemnity bond on non-judicial stamp paper of appropriate value equal to the annual value of the contract at his own cost to indemnify NIWE against possible or unforeseen eventualities arising out of or flowing from the contract awarded. Terms and conditions in this tender document will be part of the agreement.
- (i) NIWE reserves the right to claim and recover damages from contractor in case of any loss, theft / sabotage caused by/attribution to the services deployed.
- (j) The number of services deployed by the contractor on any day shall not be less than what has been mutually agreed to between the NIWE and the Contractor.
- (k) The tenderer has to make a declaration in writing that he is not related to any employee of NIWE, Chennai/Kayathar. If any relative of the tenderer is an employee of NIWE, the name, designation and relationship of such employee shall be intimated to the Dy. Director General (F&A), NIWE while submitting the tender.
- (l) Contractor shall not assign or subcontract the work in whole or in part to anybody else.
- (m) The contractor has to submit a detailed report on the method of operation for each maintenance work to the OIC.
- (n) The housekeeping materials used must be of standard and good quality acceptable to NIWE. The materials should be brought to WTRS at the beginning of every month and should be available for inspection.
- (o) The contractor should furnish a list of services to be engaged. A brief bio-data of each service should be vetted and furnished by the contractor which includes the name of the service, age, date of birth, qualification, experience and address for communication, etc., with recent passport size colour photograph.
- (p) Safety of the manpower should be taken care by the contractor and necessary safety tools and gadgets to be provided, and should adhere to the safety procedures while on duty.
- (q) The contractor should maintain the attendance register for all the services and it should be submitted to the OIC everyday for verification. The same should be made available for verification as and when required by the NIWE.
- (r) The contractor should appoint substitutes in case of any absentees.
- (s) The services should strictly adhere to the places earmarked for their lunch breaks. No refreshments will be provided for the services.

- (t) The services should not accept any jobs directly from NIWE staff. They should follow the instructions of OIC.
- (u) The contractor should make necessary arrangements for first aid facility to their services. They should also make necessary arrangements for the transportation of services to the hospital during emergencies.

20. **Accountability**

It shall be the sole responsibility of the Contractor to prevent theft or damage to the property and assets - movable and immovable - of the NIWE by the services engaged by him. If there is any loss to the NIWE on account of dishonesty, connivance and / or due to any cause attributable to such services, the Contractor shall make good the loss to the NIWE on demand.

21. **Supporting Documents / Evaluation of Tender**

The NIWE will evaluate and compare the tenders determined to be substantially responsive i.e. which are properly signed, and conform to the terms & conditions of the contract.

The tender will be treated as non-responsive if not submitted in conformity with clause 9 and along with necessary supportive documents as mentioned in Vendor Information (Annexure A) and Prequalification Criteria (Annexure B). NIWE reserves the right to verify the claim made with regard to experience and satisfactory performance of the contractor directly and the decision taken will be final and binding on the bidder.

The evaluation will be done on all aspects covered by the contractor put together. However, the component of service charge on the emoluments would constitute one of the main factors for evaluation. Mere quoting of very low service charges will not entail the tenders to be considered for evaluation. If the Tender Evaluation Committee considers that the service charges quoted by the tenderers is low or unworkable those tenders are liable to be rejected.

The Director General, NIWE does not bind himself to accept the lowest or any quotation and reserves the right of accepting and or rejecting the whole or any part of the quotation without assigning any reasons whatsoever.

22. **Award of Contract**

- (A)The NIWE will award the contract to the tenderer whose tender has been determined to be substantially responsive and who has offered the price as acceptable by NIWE irrespective of whether it is the lowest or not.
- (B)The NIWE reserves the right to increase or decrease the requirement of manpower indicated at the time of award of contract.
- (C)The NIWE will, prior to the expiry date of validity of the tender, award the contract to the successful tenderer. The terms and conditions of this tender will be part and parcel of the contract.

23. Last date and time of receipt of Bids

Sealed tenders, complete in all respects, should reach the DDG (F&A), National Institute of Wind Energy, Velachery Tambaram Main Road, Pallikaranai, Chennai – 600 100 by 1400 hours of the Friday the 03/03/2017. Late and incomplete tenders will be summarily rejected.

24. Opening of Bids

The technical bids will be opened at NIWE campus, Chennai on the same day (03/03/2017) at 1500 hours in the presence of the tenderers who wish to be present or their duly authorized representatives. Opening of price bids of those tenderers declared as 'qualified' by the Tender Evaluation Committee will be done later on. The date and time of opening of price bids will be intimated to the qualified tenderers well in advance.

Dy. Director General (F&A)

ANNEXURE 'A'**TENDER DOCUMENT FOR PROVIDING MANPOWER AT WTRS, KAYATHAR****VENDOR INFORMATION**

1	Name & Address of the Tender Organization / Agency	
2	Type of the firm Proprietorship/ Partnership/Pvt Ltd/Public Ltd with Registration number (attach proof)	
3	Registered office Address	
4	Contact Person with Designation	
5	Telephone Fax Mobile E-mail	
6	Established since	
7	Registration Details PAN No. Service Tax No. EPF No. ESI Code. Gratuity Act Regn. No. Central Labour Commissioner Office License No. (Pls attach attested copy of certificates)	
8	Local office Address with Contact person details	

Signature of contractor with seal

9	Details of experience in the work of providing manpower for Housekeeping/Civil/ Electrical/ Vehicle Maintenance/Campus Surveillance during the last 5 years with proof thereon.				
Sl. No.	Name of organizations (Mainly the Govt. organization/Large scale industries/MNCs) with complete address and telephone numbers to whom services provided	From	To	Contracted Amount per annum	If terminated, reason for the same.
Attach separate sheet duly signed if required					

Signature of contractor with seal

10	Please attach detailed balance sheet of the company, Audited statement of accounts duly certified by a Chartered Accountant for last 3 years. (2013-14 to 2015-16)	
11	Financial status of the firm. Please attach copy of last 3 years Income Tax Return (2013-14 to 2015-16) duly acknowledged by IT department.	
12	Please submit an undertaking that no case is pending with the police against the Proprietor/Firm/Partner or the Company (Agency). Indicate any convictions in the past against the Company/Firm/Partner	
13	Power of Attorney/Authorization for signing the bid documents if required.	
14	Whether you can pay security deposit @ 5% of the annual value of the contract if selected.	
15	Details of the DD/Pay Order of Rs. 50,000/-towards EMD.	DD No: Date: Drawn on:
16	Please indicate whether any employee of NIWE is related to the contracting agency. If so furnish their name and designation.	
17	Other relevant information if any:	

Date:
Place:

Signature of contractor with seal

ANNEXURE 'B'**PRE-QUALIFICATION/ELIGIBILITY CRITERIA PROFORMA**

1	Local office Address with Contact person details	
2 a)	Indicate about single contract work similar to scope of work costing not less than Rs.10 lakhs per annum (During last 5 years) in any Govt./Autonomous /PSU/ MNC/Reputed organizations	
	(OR)	
b)	Indicate about Minimum two contract works similar to scope of work costing not less than Rs.7 lakhs each per annum (During last 5 years) in any Govt./Autonomous /PSU/ MNC/Reputed organizations	
3	Indicate average annual financial turnover during last three years. Proof to be attached.	
4	Enclose Performance certificate from the respective employers for the eligibility claimed in Sl.No.2 clearly stating the scope of work, number of services deployed, period of contract, annual value of contract and performance level which is subject to verification by NIWE.	

Note: Tenders submitted without certificate mentioned under point 4 will be summarily rejected.

Date:
Place:

Signature of contractor with seal

Annexure 'C'**List of approved material by NIWE for Housekeeping services at WTRS
(Approximate requirement per month):**

Sl.No.	Description of Materials	Required Quantity	Remarks
1	Liquid Hand Wash	2 Ltrs.	The items supplied should be of standard and good quality acceptable to NIWE.
2	Phenol	8 Ltrs.	
3	Toilet Soap(Lifebuoy or equivalent)	12 Nos.	
4	Fridge Refresher (premium or equivalent)	2 Nos.	
5	Soap Powder (Rin or equivalent)	1 Kg.	
6	Soap Oil	1 Ltr.	
7	Toilet Cleaning Brush	2 Nos.	
8	Brooms - Coconut broom & Ordinary Broom	2 Nos.(each)	
9	Toilet Cleaner (Harpic or Equivalent)	3 Ltrs.	
10	Glass Cleaner (Collin or Equivalent)	2 Nos.	
11	Dish Wash Bar /Liquid (Vim or Equivalent)	5 Nos.	
12	Room Spray	2 Nos.	
13	Floor Cleaner (Lizol or equivalent)	1 Ltr.	
14	Bleaching Power	2 Kgs.	
15	Air Freshner (Odonil or equivalent)	8 pkts.	
16	Bathroom fresher (Domex or equivalent)	4 Nos.	
17	Napthalene Balls	250 grams	
18	Incense Sticks(Cycle brand or equivalent)	1 Pkt.	
19	Toilet Tissue Paper	4 rolls	
20	Cleaning Mop	2 nos.	
21	Floor Acid	1 Ltr.	
22	Floor Mat(big & Small)	3 nos.	

Note: Cost of materials list above should not exceed Rs.3,500/- p.m.

CHECK LIST OF ENCLOSURES

Sl.No.	Description of item	Enclosed	Not Enclosed
1	Certificate of registration / license from any Government bodies.		
2	Service Tax Registration no.		
3	EPF / ESI / Gratuity / Labour Commissioner registration		
4	PAN number		
5	EMD for Rs.50,000/- in the form of DD /Pay order		
6	List of clientele during last 5 years with cost of assignment (Enclose copies)		
7	Performance Certificates from the employers for experience claimed in pre-qualification		
8	Detailed balance sheet with statement of accounts for the last three years		
9	Income Tax Returns for the last three years		
10	Power of Attorney		
11	Undertaking for point no.12 of Vendor Information		
12	Any other relevant information		

I / we hereby agree to abide by the decisions of NIWE in all matters relating to this pre-qualification.

Date:

Signature of contractor with seal

Place:

PRICE BID
WAGE DESCRIPTION

DETAILS	Skilled			Unskilled	
	A	B	C	D (Security Guard)	Safaiwala
Basic	Wages have already been fixed by NIWE in accordance with the Minimum Wages Act and the contractor has no scope for any alteration/modification of the wages.				
Other Allowances					
EPF @ 13.36% on minimum wages					
ESI @ 4.75%					
Total Wages					
Approx. no. of services required	1	5	1	4	3
1.	% of Service charges (to be quoted)				
2.	Charges for supply of Housekeeping materials for the list provided in Annexure 'C' (to be quoted)				
3.	Details of any other facilities, if any, the contractor intends to provide (to be specified)				
	A.				
	B.				
	C.				
Note: EPF, ESI, Service Tax and Bonus will be reimbursed after payment, on production of proof, according to the terms and conditions of tender.					

Date:

Signature of the Tenderer with seal & full address

